

**King County Mobility Coalition
Membership Subcommittee**

MINUTES

Wednesday, March 17, 2010, 3:00 to 4:30 p.m.
Bellevue City Hall, 450 110th Avenue NE

In attendance: Lynn Moody, Alex O'Reilly, Michelle Zeidman.

Handouts: (1) Meeting agenda, (2) KCMC subcommittee and work groups descriptions, (3) 2010 draft work plan, (4) membership status report, (5) comparison of local coordinating council to KCMC composition, and (6) KCMC roster.

The subcommittee reviewed its scope of work and draft work plan items, and agreed that its goal for the year is to develop recruitment and new member systems and to increase participation on the Coalition, as follows:

Develop recruitment and new member systems:

- The subcommittee discussed the process for new members to join the Coalition and decided that potential members should attend one meeting before they are voted onto the Coalition.
- The subcommittee agreed that when people's membership on the Coalition changes, they should be retained on our email list so they can continue to receive information.
- Action Item: The subcommittee will develop a recruitment tool/packet that includes a one-page document that outlines the Coalition's goals, member responsibilities, the Coalition's meeting schedule and subcommittee descriptions.
- Action Item: The subcommittee will develop an orientation packet for new members that includes the Coalition's work plan, subcommittee descriptions, the Coalition's goals and strategies, the Coalition roster and bios for all existing members.
- Action Item: The subcommittee will develop a one-page form for new members (and current members) to fill out which will ask for their name, organization, contact information, a brief bio, and a list of other coalitions or groups they participate in. Along with this form, members will be asked to fill out an optional diversity form which will allow the subcommittee to track the diversity of the Coalition's membership.

Increase participation in KCMC:

- The subcommittee discussed current vacancies on the Coalition:
 - *System User (Chair of Accessible Services Advisory Council to Metro):* Michelle noted that several new people have been appointed to this Council. Bob Sahn anticipates that the chair will be selected by May or June, and we should have this position filled by the Coalition's August meeting if not sooner. Lynn and Alex noted that Jane Kuechle who sits on this Council would be a great addition to the Coalition.

- *South County City*: the subcommittee noted with pleasure that Dinah Wilson of the City of Kent has volunteered to fill the South County City membership slot.
- The subcommittee reviewed a list of inactive members and developed the following action plan:
 - *Youth/Children Advocate Service Rep*:
 - Action Item: Alex will contact Robyn Govan at First Place to see if they are still interested in participating on the Coalition.
 - Other possible agencies that could fill this slot include Kent Youth & Family Services, YES, Southwest Youth & Family Services, Renton Area Youth Services, and Auburn Youth Center.
 - *Affordable Housing Rep*:
 - Action Item: Michelle will contact Manuela Ginnett at Multi-Service Center to see if they are still interested in participating on the Coalition.
 - Other possible agencies that could fill this slot include someone from the Committee to End Homelessness or the King County Housing Authority.
 - *Taxis/for-profit Transportation*:
 - Action Item: Lynn will contact Frank Dowgwilla at Puget Sound Dispatch to see if they are still interested in participating on the Coalition.
 - Other possible agencies that could fill this slot include Starline Transportation, Eastside for Hire, STITA, Green Cab or for-profit organizations that subcontract through Hopelink's Medicaid Brokerage.
 - *Non-profit Human Services Agency (low-income)*:
 - Action Item: Michelle will contact Andrea Caupain at Central Area Motivation Program to see if they are still interested in participating on the Coalition.
 - Other possible agencies that could fill this slot include El Centro de la Raza.
- The subcommittee discussed potential categories of new members for the coalition. Ideas included:
 - *A North King County City representative*, such as George Smith from City of Shoreline who currently serves as the alternate for the North/East King County City slot or someone else from the North Urban Human Services Alliance.
 - *A consumer or advocate for people with mental illness*, such as someone from Hero House or Valley Cities. NAMI could be another source of candidates.
 - *A veteran*, such as someone recommended by Doug Huppel of the King County Veterans Levy Board, the King County Veterans Program, or John Lee.
 - *A representative of the tribes*, such as a planner from the Muckleshoot Tribe, someone involved with transportation for the Snoqualmie Tribe, or a person recommended by the United Indians of All Tribes.
 - *A representative of people with limited English proficiency and/or refugees*, such as the Refugee Womens Alliance. The subcommittee agreed to wait on adding a new spot specifically for refugees or LEP, as some current members may already have ties to those populations and it is difficult to find someone that can speak for all of the diverse refugee and LEP communities.
 - *A system user who is an older adult*, such as someone from the Kirkland Senior Council or Bellevue Network on Aging.

- Lynn also noted that Julie Povich at Seattle Children's Hospital would be a great addition to the Coalition if we need another tie to the medical community in the future.
- Action Item: The subcommittee agreed to remove the seat United Way of King County, per their request, with the understanding that they would be welcomed back at any time. Alex will contact Lori Guilfoyle prior to the Coalition vote.
- The subcommittee also discussed sponsorship of the Coalition, noting that another human service agency should be invited to serve as a sponsor now that United Way is no longer participating. The King County Alliance for Human Services was suggested.

Increase representation of KCMC at related meetings:

- Action Item: The subcommittee reaffirmed its desire to track Coalition members' affiliation and participation in other outside groups (such as the King County Alliance for Human Services). Michelle will add a column to our roster for this information, which will be collected on the new member form in the future.

Next Steps:

- Action Item: On behalf of the subcommittee, Michelle will submit a proposal to the Coalition to add new member seats for veterans, tribes, North King County and an advocate for mental illness. This proposal will also remove the seat for the United Way of King County, per their request, with the understanding that they would be welcomed back at any time. This proposal will be put to an online vote in the next few weeks, so that, if approved, new members can be recruited prior to the Coalition's May meeting.
- The subcommittee decided it will meet on an "as needed" basis and communicate over email in the interim.